

City of Santa Fe Golf Course Management Services

RFP '14/26/P

Date: March 5, 2014

Listed below are the questions that have been raised concerning the aforementioned RFP.

1. The Scope of Services says the Contractor must provide power& pull cart rentals. Is the Contractor required to purchase the pull carts, or are they available at the club already? Secondly, who will pay the lease fee for the power golf carts?

Answer 1: Pull carts are currently provided by the current contractor and are the responsibility of the contractor to have available. Power carts are an option to provide by the contractor but are not mandatory. Pull carts are sufficient. Should power carts be provided under a new Contract, lease fee arrangements would need to be determined between the City and the Contractor.

2. The management company collects a fee, manages the facility, and then pays the staff as their own employees. Are all staff hourly wages and salaries of key personnel on site reimbursed by the City of Santa Fe? If so, the RFP states the City will pay the minimum wage requirement. Is this correct for all paid staff?

Answer 2:

To clarify, under Compensation, Letter C, states the following:

C. The City shall reimburse the Contractor for its demonstrated actual hourly labor costs based on the City's minimum wage, for the term of this Agreement for providing staff to regularly maintaining the seventy-five (75) Club Car golf fleet of carts including cleaning, preventive maintenance, fixing or replacing tires and performing all mechanical work according to specifications from the manufacturer.

The wages for a staff person hired to maintain the golf cart fleet will be the only employee reimbursed by the City based on the City's minimum wage. See below for additional information as outlined in the RFP.

8. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF
EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this Agreement.

3. How will the pay rate for the PGA Professional/Manager on site be determined? And, is it also reimbursed by the City of Santa Fe?

Answer 3: The pay rate for the PGA Professional/Manager on site is the sole discretion of the Contractor, meeting the requirements stated above. The salary would not be reimbursed by the City of Santa Fe.

4. Who purchases/owns the merchandise for the pro shop?

Answer 4: The current Contractor owns all Proshop merchandise. Under the current contract, the City or a new Contractor as the option to purchase the merchandise. Language same as below, stated under Compensation, Letter F:

F. Upon termination of this Agreement, the City or a new Contractor may choose to purchase from the Contractor at negotiated cost, any pro shop merchandise personalized with the name or logo of the Marty Sanchez Links de Santa golf course.